

Delegated Decision

Sign off Sheet

Ref. No:	DM/25/1840	Case Officer:	Anna Tidey
Application Type:	Householder Application		
Proposal:	Proposed two storey side extension and internal remodelling.		
Site:	4 Meadow Drive, Lindfield, Haywards Heath, West Sussex, RH16 2RT, , ,		
Validation Date	11 Aug 2025	Overall Expiry Date:	2 Sep 2025
Pre-Commencement Conditions Required:		Pre-Com Conditions Date Agreed:	
Recommendation:	Permission	Recommendation Date:	8 Oct 2025
Target Date:	6 Oct 2025	Recommending Officer Signature:	<i>Anna Tidey</i>

Date Legal Agreement Completed: (if applicable)		No of Representations:	1
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Signed and Agreed By:	<i>Steven King</i>	Date:	8 Oct 2025
Comments:			

MID SUSSEX DISTRICT COUNCIL

DM/25/1840

**4 Meadow Drive, Lindfield, Haywards Heath, West Sussex, RH16 2RT, ,
Proposed two storey side extension and internal remodelling.
Duffy**

SUMMARY OF REPRESENTATIONS

One representation received, which does not object in principle to the proposal, but contains the following comments:

- the appearance of the proposed front elevation appears to be finished in brickwork rather than being tile hung.
- It would be preferable for the extension to be set back from the front elevation of the house, to match other side extensions in the road.

SUMMARY OF CONSULTEES

Southern Water: No objection.

Drainage: Having reviewed the Flood Risk Assessment provided we have no objection on flood risk grounds, subject to the mitigation measures being implemented as stated.

Any amendments to the drainage on site can be managed via building regulations and building control as necessary.

PARISH COUNCIL OBSERVATIONS

Lindfield Parish Council: No objection to this application, subject to matching materials being used.

INTRODUCTION

This application seeks planning permission for a two storey side extension at a semi detached house at No 4 Meadow Drive in Lindfield.

RELEVANT PLANNING HISTORY

None found.

SITE AND SURROUNDINGS

No 4 Meadow Drive is a 3 bed house, located on an established residential road off Gravelly Lane in the Built up Area of Lindfield.

The house benefits from off road frontage parking for two cars. An adjoining driveway at the next door house at No 6 Meadow Drive serves a single garage located at the rear of that house. A former side car port and a similar garage serving No 4 have been removed and the former driveway at the side of the house has been fenced in to form an enclosed additional garden area. The rear garden of No 4 is accessed across this area via a pedestrian gate in the fence. The back garden extends in a north easterly direction and there are houses to the rear.

The site lies close to a stream that is susceptible from flooding, to the south of No 2 Meadow Drive, but does not fall within the designated area at risk of surface water flooding. The house is sited within an Amber Impact Risk Zone for Great Crested Newts.

APPLICATION DETAILS

This application seeks planning permission for a two storey side extension. The plans show associated internal layout alterations on the ground and first floor in the existing house.

The proposed side addition measures 2.6m wide by 8.6m deep (approx.). At ground floor the addition will provide 1.6m width of additional living space as a 1m wide front to rear corridor is included within the addition to retain rear garden access. An access gate is included on the front elevation of the addition.

The extension will provide an enlarged hall way, a toilet and a new utility room on the ground floor, with an external doorway to access the side corridor.

At first floor the addition will allow the provision of two new bedrooms. The smallest of the existing bedrooms in the house will be changed into an ensuite shower room for the master bedroom, with the adjacent cupboard space also incorporated into that room. The shared bathroom will also be enlarged to incorporate the space from an existing hallway cupboard into that room. The extended house will accommodate 4 bedrooms.

Externally the extension will be constructed to meet the eaves and ridge height of the existing house and in line with the front and rear walls. The application form details that the construction of the walls will be brick. The submitted plans show a matching tile and windows. No windows are proposed in the side wall of the extension.

The submitted plans show the front door altered to a central door with glazed side lights below the retained flat roofed front door canopy.

Confirmation has been received from the applicant's agent that the first floor of the extension will be vertically tile hung to match the existing house, and Amended Plans have been received to show this arrangement. It should be noted that the existing first floor side elevation is all brick, and not partly tile hung as shown on the existing plans. It is not considered that this minor discrepancy affects the ability of this application to be properly assessed.

LEGAL FRAMEWORK AND LIST OF POLICIES

Planning legislation holds that the determination of a planning application shall be made in accordance with the Development Plan unless material considerations indicate otherwise.

Using this as the starting point the development plan for this part of Mid Sussex consists of the District Plan, the Lindfield Neighbourhood Plan and Site Allocations DPD.

National policy (which is contained in the National Planning Policy Framework and National Planning Policy Guidance) does not form part of the development plan, but is an important material consideration.

Mid Sussex District Plan

The District Plan was adopted at Full Council on 28th March 2018.

Relevant policies:

DP21 Transport
DP26 Character and design
DP41 Flood risk and Drainage

Site Allocations Development Plan Document

The SADPD was adopted on 29th June 2022. It allocates sufficient housing and employment land to meet identified needs to 2031.

There are no policies deemed relevant to this application.

Neighbourhood Plan

Lindfield Neighbourhood Plan -made 15 December 2016.

No relevant policies.

Other Material Considerations

Mid Sussex District Plan 2021 - 2039 - Submission Draft (Regulation 19)

The District Council is reviewing and updating the District Plan. Upon adoption, the new District Plan 2021 - 2039 will replace the current District Plan 2014-2031 and its policies will have full weight. In accordance with the NPPF, Local Planning Authorities may give weight to relevant policies of the emerging plan according to the stage of preparation; the extent to which there are unresolved objections to the relevant policies; and the degree of consistency of the relevant policies in the emerging plan to the NPPF. The draft District Plan 2021-2039 (Regulation 19) is currently at Examination and the stage 1 hearings were concluded on the 31st October 2024. There are unresolved objections to some of the Policies in the draft District Plan and as such, only minimal weight can be given to the Plan and this planning application has been assessed against the policies of the adopted District Plan.

Relevant policies:

DPS2 Sustainable Design and Construction
DPS6 Health and Wellbeing
DPN2 Biodiversity, Geodiversity and Nature Recovery
DPB1 Character and Design

Mid Sussex Design Guide Supplementary Planning Document (SPD)

The Council has adopted a 'Mid Sussex Design Guide' SPD that aims to help deliver high quality development across the district that responds appropriately to its context and is inclusive and sustainable. The Design Guide was adopted by Council on 4th November 2020 as an SPD for use in the consideration and determination of planning applications. The SPD is a material consideration in the determination of planning applications.

National Planning Policy Framework (NPPF) (December 2024)

ASSESSMENT

It is considered that the main issues that need to be considered in the determination of this application are as follows:

- Design
- Impact on residential amenities
- Parking provision
- Drainage
- BNG

Design

Policy DP26 of the District Plan seeks to promote well located and designed development, to protect valued characteristics of the built environment for their historical and visual qualities and support sustainable communities and create accessible environments. Policy DP26 states:

'All development and surrounding spaces, including alterations and extensions to existing buildings and replacement dwellings, will be well designed and reflect the distinctive character of the towns and villages while being sensitive to the countryside. All applicants will be required to demonstrate that development:

- * is of high quality design and layout and includes appropriate landscaping and greenspace;*
- * contributes positively to, and clearly defines, public and private realms and should normally be designed with active building frontages facing streets and public open spaces to animate and provide natural surveillance;*
- * creates a sense of place while addressing the character and scale of the surrounding buildings and landscape;*
- * protects open spaces, trees and gardens that contribute to the character of the area;*
- * protects valued townscapes and the separate identity and character of towns and villages;*
- * does not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight and sunlight, and noise, air and light pollution (see Policy DP29);*
- * creates a pedestrian-friendly layout that is safe, well connected, legible and accessible;*
- * incorporates well integrated parking that does not dominate the street environment, particularly where high density housing is proposed;*
- * positively addresses sustainability considerations in the layout and the building design;*
- * take the opportunity to encourage community interaction by creating layouts with a strong neighbourhood focus/centre; larger (300+ unit) schemes will also normally be expected to incorporate a mixed use element;*
- * optimises the potential of the site to accommodate development.'*

Also relevant in the determination of the application is the design guidance contained in the Mid Sussex Design Guide, which seeks good design in house alterations and extensions. Principle DG49 states:

'Extensions should respond to the design of the original dwelling and applicant will be expected to demonstrate how local character has informed the design proposal. Extensions should also normally be designed to be well integrated with the existing scale, form and massing allow the original building to remain the dominant element of the property whether it has one or several additions.

Extensions should typically use simple, uncomplicated building forms to complement and coordinate with the scale, form and massing of the original dwelling. The design approach may benefit from coordinating with the existing pattern of window and door openings as well as employing facing materials to match those of the existing dwelling. Otherwise it should demonstrate the appropriateness of the alternative approach.

Extensions should not result in a significant loss to the private amenity area of the dwelling.

There are two general approaches to extending a property:

- designing in the style of the existing building by closely matching its facing materials, architectural features, window sizes and proportions; and*
- designing in a contemporary style that takes its cues from key aspects of the existing building that might include its underlying form and proportions, facing materials, window design and other specific architectural features. The success of this approach is particularly reliant on high quality facing materials and finishes, and this will normally need to be demonstrated through detailed elevations and section drawings.*

Both approaches can create successful, well designed extensions that can be mutually beneficial to both the house and the wider area. All extensions and alterations should consider their impact on neighbouring properties (refer to Chapter 8 on residential amenity).'

Design Guide Principle DG50 refers to Front and Side extensions and states:

'Front and side extensions are typically visible from the public realm and will be resisted where they have an adverse impact on the street scene or the appearance of a dwelling.'

Front extensions

Front extensions are more likely to be acceptable where the building line is staggered or where the dwelling is set well back from the road. They are less likely to be acceptable in streets with a strong consistent building form as they risk disrupting the underlying order. Where front extensions are considered acceptable, they should normally be limited to a modest single storey or porch-type extension that reflect the character of the existing property.

Side extensions

Side extensions should normally be subservient to the original dwelling and typically be set-back from the front of the house to help define the original building.

The gaps between dwellings can sometimes positively contribute to articulating (for example, through the consistent rhythm of repeated houses) and adding interest in a street frontage or by providing views / visible connections to the surrounding countryside. Side extensions will therefore need to appropriately respond to the character of the street form and will not normally be accepted where they close an important gap and view'.

The proposed extension has been designed to complement the existing appearance of the house. The side addition will be sited over an area of garden formerly occupied by a car port and forming a driveway to a former garage. The design of the addition reflects the appearance and materials of the existing house.

The appearance of this addition will not be out of keeping in the street scene. The overall habitable space will be improved and enlarged on the ground and at first floor, and the overall bedroom numbers will increase by one to four.

The proposed works are considered to accord with Policy DP26 and with the relevant Design Guide principles.

Impact on residential amenities

District Plan Policy DP26 requires that development *'does not cause significant harm to the amenities of existing nearby residents and future occupants of new dwellings, including taking account of the impact on privacy, outlook, daylight and sunlight, and noise, air and light pollution.'*

In addition Principle DG45 in the Design Guide refers to the need to consider privacy of existing and future residents and it is noted that privacy may be affected by the relationship of buildings to each other.

The immediate neighbouring properties to the site are Nos 2 and 6 Meadow Lane, which are sited to the south east and north west of the site respectively. No 2 is the attached house. This has been extended to the side and rear with single storey additions. No 6 benefits from two small ground floor (one of which is obscure glazed) and one first floor window in the side wall facing the side elevation of No 4. As the house is of a similar design to that at No 4 it is assumed that these windows serve a ground floor cupboard, provide a secondary window to the kitchen and serve the landing at that property

No 9 Meadow Lane is located to the south west of No 4 on a corner plot. That property has a single garage and parking area located opposite No 4. Due to the siting of the house there are limited views from windows in that property towards No 4.

It is considered that the spacing and orientation of the neighbouring dwellings is relevant in the consideration of the proposed development.

Comments have been raised by one neighbouring resident that the proposed plans appear to show the proposed front elevation of the extension finished in brickwork, rather than being tile hung and suggest it would be preferable for the extension to be set back from the front elevation of the house, to match other side extensions in the road.

The proposed external appearance of the addition has been clarified and the proposed finishes are acceptable. With regards to the form of the extension there are other side extensions within the road that have been built in line and forward of the front elevations. The width of the addition is modest, and due to the spacing of the houses, a gap will remain between No 4 and No 6, and this will reflect the general street scene. As such the proposal can be supported in design terms.

With regards to the impact upon light it is considered that the spacing of the houses and the forward position of No 6 relative to No 4 will ensure that the extension will not create an adverse overshadowing impact upon No 6.

In terms of privacy the proposed extension will introduce a new rear facing first floor bedroom window, set at a minimum distance of 0.9m from the outer wall of the extension, which will extend up to the driveway boundary with No 6. Taking into account the position of the house and rear garage at No 6 it is considered that 45 degree angle views from the centre point of this window would not adversely affect the amenity of the residents living at No 6.

Given the nature of the proposal and the relationship with the neighbouring properties, it is deemed that no significant harm will be caused by the proposed development to the privacy, outlook and light of the immediate residents.

The proposal accords with the requirements of Policy DP26 of the District Plan, and also with the relevant principles of the Design Guide.

Parking provision

With regards to parking provision the proposal will increase the number of bedrooms in the house from three to four. The existing frontage parking arrangements will remain unchanged. For a 3 bed house in Lindfield the standards require a provision of 1.7 spaces. For a 4 bed house the standards require 2.2 spaces.

Whilst the available car parking provision is not shown on the plans to be enlarged, and it falls just below this requirement, it is considered that in this area, where there are no on street parking restrictions, the proposed provision is adequate. The proposal will therefore accord with the aims of District Plan Policy DP21.

Drainage

The application has been accompanied by a Flood Risk Assessment, which has been reviewed by the Council's Drainage Engineers. They have raised no objection to the proposed extension on flood risk grounds, subject to the mitigation measures being implemented in the development.

Southern Water have also commented on the application and have raised no objections. A planning condition is recommended to ensure that the FRA mitigation measures are adhered to. Therefore, it is considered that the matter has been satisfactorily addressed and the proposal will accord with the aims of District Plan Policy DP41.

Biodiversity Net Gain

Biodiversity net gain is required under a statutory framework introduced by Schedule 7A of the Town and Country Planning Act 1990. This is a householder application within the meaning of article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015. As a householder application this development is exempt from the requirement to provide biodiversity net gain.

PLANNING BALANCE AND CONCLUSION

The proposed extension respects the character and appearance of the existing house and will not impact harmfully upon the character and appearance of the property or the street scene in this established residential road.

It is considered that the new addition will not cause significant harm to the neighbouring amenities. The proposal accords with the aims of District Plan Policy DP26 and also with the relevant principles of the Design Guide.

The on site parking provision will not change, but is considered adequate for the extended house and the proposal will accord with the aims of District Plan Policy DP21.

A planning condition is recommended to ensure that the FRA mitigation measures are adhered to and this will accord with the aims of District Plan Policy DP41.

Consequently this application is recommended for approval.

Decision: Permission

Case Officer: Anna Tidey